



## COUNTY OF LOS ANGELES

SYBIL BRAND COMMISSION FOR INSTITUTIONAL INSPECTIONS  
Room 372, Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012  
(213) 974-1465 or (213) 974-1431

FOUNDER  
Mrs. Sybil Brand

CHAIRPERSON  
Mrs. Eleanor R. Montano

VICE CHAIRPERSON  
Mrs. Helen H. Stathatos

Mr. Frank S. Bacio  
Mr. Vito Cannella  
Ms. Rita Hall  
Mr. John A. Hammargren  
Mr. Carl E. Moore

### **MINUTES OF THE** **SYBIL BRAND COMMISSION FOR INSTITUTIONAL INSPECTIONS** **REGULAR WEEKLY MEETING** **FEBRUARY 7, 2007**

#### **CALL TO ORDER**

Chair Montano called the meeting to order at 10:07 a.m.

#### **OPENING CEREMONIES**

Chair Montano led the pledge of allegiance followed by a moment of silence.

#### **ATTENDANCE**

##### **Present**

Chair Eleanor R. Montano  
Vice Chair Helen H. Stathatos  
Frank Bacio  
Vito Cannella  
Rita Hall  
John A. Hammargren  
Carl E. Moore

##### **Others Present**

Sachi A. Hamai, Board of Supervisors, Executive Officer  
Khanh Nguyen, Board of Supervisors, Deputy Executive Officer  
Sandra Barbee, Chief, Commission Services Division  
Audra Galang, Staff, Commission Services Division

#### **APPROVAL OF JANUARY 31, 2007 MINUTES OF REGULAR WEEKLY MEETING**

On motion of Commissioner Hammargren, seconded by Commissioner Hall, and unanimously carried, the minutes of January 31, 2007 were approved with the following corrections:

**Page 3, Lakewood Sheriff's Station, fourth paragraph - The facility has a nearly completed \$16M project .....**

**Page 4, Jay Cee Dee, second sentence** – She called Mattie Brown, **Owner-Operator**, no one answered .....

**Page 5, Los Angeles County 13<sup>th</sup> Floor Jail Ward Hospital, last sentence** – ~~CRDF females~~ **LCMC staff** would like to have a female CRDF Deputy assigned to them.

#### **DISCUSSION AND APPROVAL OF ANNUAL REPORT**

The Commission was very impressed with the Annual Report and suggested the following corrections:

**On Page 1**, Commissioner Hammargren asked to trim the picture and center. Bring down the text.

**On Page 5, New Appointment by the Board of Supervisors:** Supervisor Yvonne B. Burke be spelled out.

**On Page 6, Goals for 2007:** spell out ISD and DCFS

 ~~Development of a mechanism to recognize those~~ **Provide commendations and recognitions for the clients, .....**

#### **CHAIR'S REPORT**

Chair Montano reported that she talked to Ms. Liz Howard of DCFS about a social worker who had moved a client at Turmount Home for Boys to another home on a marijuana matter. Ms. Howard responded that it is a sensitive matter, still under investigation and cannot report anything.

She also reported that in her communication with Mr. Robert Taylor, Chief Probation Officer, the new uniforms for the Department will be completed in six to eight weeks.

#### **TREASURER'S REPORT**

Commissioner Bacio reported the current balance of the Commission's Charitable Fund is \$1,138.50.

Vice Chair Stathatos suggested that the current balance of the treasury be invested into Money Market or a Certificate of Deposit account to earn more interest or that \$1,000 be used for donations and put aside \$200 - \$300 at the end of the year for the Christmas Party.

#### **STAFF REPORT**

Ms. Sandra Barbee, Chief of Commission Services Division, reported the following:

1. A donation of candies from Nestle, Inc. was delivered to the Hall of Administration on February 9, 2007 and are ready for distribution to Camp Scott girls.
2. Ms. Janice Davis, the new Head Board Specialist will begin her assignment on February 21, 2007 with the Sybil Brand Commission.

3. Ms. Barbee confirmed with Ms. Barbara Goul, County Counsel that all items discussed during the meetings and may result to some action must be placed on the agenda.
4. Staff ordered added business cards for Commissioner Vito Cannella.
5. At the request of Chair Montano, staff mailed out a thank you letter to VONS.
6. Staff updated the confidential Roster for Sybil Brand Commission.

### **CORRESPONDENCE**

Chair Montano received a letter from Children's Circle dated January 25, 2007 asking for donation.

### **FACILITY/GROUP HOME INSPECTION REPORTS**

#### **M & R Group Home – 65, #1**

Commissioner Hammargren reported that he and Chair Montano visited this facility on February 6, 2007. A rating of **Satisfactory** was given. They were very impressed with the decorations done by the clients and found it is located in a very nice neighborhood. It is very clean and neatly decorated. The facility will open a new group home in Diamond Bar, CA.

#### **Hope House**

Vice Chair Stathatos visited this facility on February 5, 2007 and found it is for severely developmentally disabled clients. She gave an overall rating of **Outstanding**.

#### **Eggleston Youth Center – 22, #4**

Vice Chair Stathatos visited this facility on February 1, 2007 and found it is very attractive, comfortable and well-kept home. She reported that the social worker gives a marginal visit.

#### **Manna Manor, Inc. – 67, #2**

Commissioner Hammargren reported that he and Chair Montano visited this facility on February 5, 2007 and found some areas of concern. There is a need of caulking around the bathtub, patching around the electrical box, the front door needs to be fixed and the outside window frames need painting.

#### **Little People World Inc. – 64, #1**

Commissioners Bacio, Hall and Moore visited this facility on February 1, 2007 and found it in a **satisfactory** condition. Staff person is very caring and dedicated to the children. The facility is well-kept and it has a colorful bedroom. They also found an area of concern: the stove's two burners need cleaning and was scheduled to be cleaned that day.

#### **Linden Center – 63, #3**

Commissioners Bacio and Hall visited this facility on February 6, 2007 and found no one was home.

**NEW BUSINESS/ANNOUNCEMENTS**

Chair Montano shared inspection assignments with the Commissioners for the following week.

The Commissioners discussed on various fund-raising ideas.

**SET ITEM AT 11:00 A.M.**

Chair Montano welcomed Sachi A. Hamai, Executive Officer of the Board of Supervisors. Deputy Executive Officer Khanh Nguyen, introduced Ms. Hamai followed by Commissioners introductions.

Ms. Hamai gave an overview of her experience and offered her services to help and enhance the activities of the Commission. The following issues were identified and discussed:

1. The Commission requested Ms. Hamai's assistance in filling Commissioner vacancies in the First and Third Districts.
2. The Commission requested a van and a driver so that they may conduct inspections in facilities in Calabasas, Palmdale, Lancaster and Malibu.
3. Chair Montano advised Ms. Hamai of the Commission's intent to provide commendations and recognitions for the clients, facilities and staff persons of the facilities they inspect.
4. Collaborative efforts with other County Departments, the Commission and group homes to find funding and develop training programs to teach youths the skills to prepare them for employment.

Chair Montano and the Commissioners thanked Ms. Sachi Hamai for her planned support for the betterment of life of the clients and the community.

**PUBLIC COMMENT**

There was none.

**MATTERS NOT ON THE AGENDA (To be presented and placed on a future agenda)**

Charitable giving programs of the Sybil Brand Commission

**ADJOURNMENT**

There being no further business, Chair Montano adjourned the meeting at 11:50 a.m.

Respectfully submitted,

*Sandra Barbee*  
Chief, Commission Services Division